

# ENGINEERING FIELD ACTIVITY ATLANTIC (EFA LANT)

## FY 2001 Q1 Report

14 January 2001

### 1. GOALS AND OBJECTIVES FOR FY 2001

#### A. Leaders Lead Change

- 1) Develop a Surplus of Capable Leaders/Formalize Mentorship:  
All key staff shall identify potential successors – In progress.
- 2) Conduct Three Regional Drills in Q2: Regional drills are programmed as follows:  
South at CENTCOM , Tampa, FL 11-14 January 20 personnel attending  
Midwest at Cincinnati, OH 20-21 January 21 personnel attending  
North at Lakehurst, NJ 20-21 January 12 personnel attending
- 3) Recognize and award top performance:  
FITREP/EVAL and Awards processes have been written and briefed at December core drills. The processes will be placed on the EFA LANT web site and will be briefed at regional drills.

#### B. Maintain High State of Unit Readiness and Individual Training Readiness

- 1) Goal = R2; All Individuals Above 80% on ITP Skill Attainment Record:  
The following are the number of personnel who have achieved 80% on ITPs. Percentages are based on number of unit billets, then number of unit personnel onboard:  
OICC: 14/70 (20%) 14/56 (25%)  
EEU: 2/45 (4%) 2/30 (7%)  
CEU 2/13 (15%) 2/13 (15%)  
Total: 18/128 (14%) 18/99 (18%)  
An additional 20 personnel are at or above 60% attainment.
- 2) Institutionalize "Real Skill" Requirements for Individual and Unit Mobilization:  
Re-evaluating EEU training requirements. Sent note to EFA PAC RTO regarding training in their units.
- 3) Codify ITPs via RSTARS: Pending
- 4) Increase Training/Professional Development to 20% of On-board Strength:  
In progress - 14 personnel scheduled for contracts/professional development training ATs.
- 5) Maintain Active Program for Reserve CEC Schools/Warranting/Certifications:  
In progress – Issuing warranting survey to EFA LANT officers. Results will determine future training needs.
- 6) Develop and Maintain Web-based Skills Directory: Pending.

#### C. Man Units at a Minimum of R2 Levels

- 1) Establish Manning Readiness Status for all Units: Refer to Manpower Report for Details.

##### Current On-board Strength Relative to Funded Billets

	OICC		EEU		CEU		All Units	
Officers	36 of 36	100%	29 of 32	91%	11 of 11	100%	76 of 79	96%
Enlisted	20 of 34	59%	1 of 13	8%	2 of 2	100%	23 of 49	47%
Total	56 of 70	80%	30 of 45	67%	13 of 13	100%	99 of 128	77%

Manning levels have stabilized after three-year downward trend.

- 2) List/Recruit Vacancies: Refer to Unit Organization Charts.

Vacancies and billet acquisition codes are now listed on organization charts to provide visibility for all unit members in word-of-mouth recruitment effort. Aggressive recruitment efforts have resulted in nearly 100% manning of officer billets. Results obtained from initiative to fill all billets at O-4 and below billeting conference and close coordination with NAVFAC to collect RADs and new accessions; Enlisted vacancies are still an area of major concern. Recent discussions with the 2NCB COS have resulted in conceptual agreement to fill 26 EFA LANT billets from battalions.

#### **D. Enhance Reserve Contributory Support and Productivity**

- 1) Goal = 50% or More of All Available Mandays: Refer to Utilization Report.

##### **Utilization of Personnel**

	<b>FY01 Goals</b>		<b>FY01 Actual to-date</b>	
<b>Contributory Support</b>	50%	1,800 Mandays	48%	246 Mandays
<b>Training</b>	30%	1,080 Mandays	27%	139 Mandays
<b>Administration</b>	20%	720 Mandays	25%	128 Mandays

- 2) Establish Close IPT & BLM Counterpart Coordination:

**MIDLANT** Contributory Support: CDR Robert Kelly met w/Robert Fox (Snr General Engineer) at ROICC – Peninsula on 7 January 2001. Two project taskings were assigned: 1) CA for re-roofing the Naval Reserve Center in Huntington, WV; and 2) CA of a boiler project still in design at the Naval Reserve Center in Moundsville, WV.

**EFA CHES** Contributory Support: During Q1, the following support was provided to EFA CHES:

1) Met with clients in Washington DC area, Field Support Activity (FSA), Washington (CNO Major Claimant) and the Facilities Management Division (FMD) of Naval District Washington (NDW) to review the FY 2001 Call For Work and to identify projects which can be supported on drill time versus AT.

2) Continued ongoing support in planning and coordination to the Naval District Washington (NDW) Disaster Preparedness Officer (DPO). NDW has no permanently assigned DPO. Assistance with the DPO responsibilities improves their disaster preparedness and as a Sub-Region, keeps them informed on the status of other installation disaster preparedness readiness within the Sub-Region. Activities in the first quarter focused on preparations for the Disaster Preparedness Working Group Conference for the Mid-Atlantic, National Capital Sub-Region. Estimated savings was approximately \$3,000.

3) In support of Field Support Activity (FSA), Washington, began review of OPNAVINST 5100.23E, *Navy Occupational Safety and Health (NAVOSH) Program Manual*, to evaluate requirements and to develop recommendations to FSA, Washington on how the steps they should take to ensure they fulfill their programmatic responsibilities for safety throughout their claimancy. This effort supports completion of FY2001 Call-for-Work Item #169. Estimated savings approximately \$500.

4) Provided support to Naval District Washington (NDW) in their master planning efforts by taking digital photos of all buildings on Washington Navy Yard to support and cataloging them for input to CD ROM. Photos will improve efficiency and quality of 1391 documents, briefings, plans, reports, and databases. This effort supports completion of FY2001 Call-for-Work Item #173. Estimated savings approximately \$560.

**NAVCENT/SOUTHCOM** Contributory Support:

1) Took early initiative to carefully match skill sets of EFALANT personnel with NAVCENT AT tasking and made AT assignments in October. Coordinated EFALANT ATs to coincide and buddy-up with NAVCENT personnel ATs. ATs include participation in annual exercise and OPLAN development in addition to contributory support.

2) Planned and coordinated a combined EFALANT Regional Drill and a NRCEM NAVCENT Core Drill to achieve the goals of the Memorandum of Understanding between NAVCENT and LANTDIV, specifically to perform training of EFALANT personnel to support NAVCENT within their AOR and integrate EFALANT personnel into NRCEM NAVCENT training activities. Training was planned and scheduled to provide EFALANT Concept of Operations indoctrination to 20 EFALANT personnel and to inform NRCEM NAVCENT personnel of EFALANT's mission and capabilities. Training planned to support NAVCENT's mission included NRCEM/NAVCENT Command Brief, Anti Terrorism Level 1 & 2, AOR Orientation (SOP checklist), Classified Briefs (TPFDD, OPLAN 1003-98, CONPLAN 1025-98), CBR Training with gas mask. The evolution included social activities to build relationships between NRCEM/EFALANT personnel. Obtained and planned to present SOUTHCOM Command Brief to EFALANT personnel at combined Regional/Core Drill.

3) Prepared to perform a NAVFAC project in support of SOUTHCOM. Project involved preparing Environmental Liaison Guides for all of SOUTHCOM's Caribbean Area of Operations countries. Project to be performed by EFA LANT providing contributory support on drill weekends. Project involves internet research and guidebook development. Guidebooks are to outline the environmental profile and recommend a variety of low-cost, low-technology based environmental solutions supporting human health and safety needs within the Caribbean theater of operation.

FY01-Q2 Plans:

1) Complete combined EFALANT Regional and NRCEM NAVCENT Core Drill with military training required to qualify EFALANT personnel to enter NAVCENT's AOR. Scheduled 11-14 January.

2) Perform 8 ATs both in-conus and in NAVCENT's AOR in support of NAVCENT. Initiate SOUTHCOM Environmental Liaison Guide project with a draft outline coordinated with LANTDIV's project manager and initiate country research.

**EFA MED** Contributory Support:

To date 5 AT apps have been submitted for processing. 6 additional personnel are in process of coordinating AT dates with EFA MED contacts. A regional drill to be attended by 21 personnel is programmed for 20-21 January.

- 3) Prioritize FY01 Projects w/Input from EFA, IPTs, & CE: Refer to CFW/AT Report. Complete and updated continuously throughout the year.

#### **E. Review OPLANS and Integrate Into Mobilization Plans**

- 1) Institutionalize Contingency Planning Roles and Response Readiness: Pending
- 2) Exercise SOPs for EFA LANT Participation in Disaster/JTF Contingencies: Pending

#### **F. Minimize Overhead and Improve Efficiency of Reserve Administration**

- 1) Goal = Not More Than 20% of All Available Reserve Mandays:  
Currently at 21% of all reported labor expended and expected to fall as contributory support ATs are performed in Q2-Q4.
- 2) Efficient Orders Application and Execution:  
Orders submittal process is now soft copy and email processed. Line of control well established for Admin/Ops/Training processing of apps. Initial NAVFAC annual grant for IDTT of \$40,000 is 75% executed and is programmed for 110%

execution by end of Q2. An additional \$50,000 for an annual total of \$90,000 has been requested. Initial NAVFAC annual grant for ADT of 90 days is 15% executed and is 100% programmed for the year. An additional 1053 days ADT has been requested.

- 3) Establish Accessible Web-based Reports, Databases, and Unit Information:  
An EFA LANT web site has been designed and placed as a component site on LANTDIV's Home Page. EFALANT Currently at 21

**G. Maintain Visibility and Accountability for manpower Utilization w/Qtrly SITREPS**

- 1) Monthly Recording/Quarterly Reporting of Manpower Utilization:  
See Utilization Report
- 2) Monthly Recording/Quarterly Reporting of Training Activity & ITP Status:  
See ITP Report
- 3) Publish Ops/Training/Readiness SITREPs Quarterly to Chief via LANTDIV:  
Contained within this report.

**H. Conduct EFA "Summit" with EFA LANT and EFA PAC**

- 1) Continue Dialogue Concepts Across Both EFAs:  
Planned for 28-29 July in Dallas, TX
- 2) Exchange Best Practices/Standardize Reporting/Accountability Procedures:  
Conference call conducted 4 December 2000 as Phase I of "Summit" planning.

**I. Institutionalize VTU as Component of EFA**

VTU integrating under leadership of CAPT Jim Honey.